FilmL.A., Inc.
1201 W. 5th Street, Suite T-800
Los Angeles, CA 90017
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00055174-A **Type of Permit:** FILMING **Release Date:** 08/16/2012

Production Company	UNIVERSAL NETWORK TELEVISION LLC
Insured Company Name	UNIVERSAL NETWORK TELEVISION LLC
Contact Phone No. 1	818-777-1000
Contact Phone No. 2	
Fax	310-969-1100
Address	100 UNIVERSAL CITY PLAZA, BLDG 1320/PH 1 UNIVERSAL CITY, California 91608
Production Title	THE OFFICE
Type of Production	TV Sitcom

Producer	Steve Burgess
Director	David Rogers
1st AD	David Rogers
Production Manager	Meredith Zamsky
FilmL.A. Coordinator	Daniel Alvarez
Location Manager	Kyle Alexander
Primary Phone	Mobile - 310-909-9064
Secondary Phone	Office - 818-786-6666
Location Assistant	Kyle Alexander
Primary Phone	Mobile - 310-909-9064
Secondary Phone	Office - 818-786-6666

Fees

Posting 1200	$276.00
Notification Charge	$155.00
LA CITY DEPT OF REC AND PARKS - FILM USE FEE	$450.00
LA CITY DEPT OF REC AND PARKS PARK MONITOR FEE	$608.00
LA CITY DEPT OF REC AND PARKS MONITOR ADMIN FEE	$152.00

Total Permit Fee $1,641.00

Number of Locations 1

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Summary Information

Location

Permit Number	F00055174-A	**Location Manager**	Kyle Alexander
Production Company	UNIVERSAL NETWORK TELEVISION L...	Primary Phone	Mobile - 310-909-9064
Insured Company	UNIVERSAL NETWORK TELEVISION L...	Secondary Phone	Office - 818-786-6666
Production Title	THE OFFICE		

Location Address 11430 Chandler Blvd., Los Angeles, CA 91601

Location Name NORTH HOLLYWOOD PARK

Location Type Park

Film Dates 8/17/2012 - 8/17/2012 05:00 - 13:00 1 day

Open or Closed to the Public Open

Generic Conditions
All Vehicles must be parked legally.
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity
No interference with vehicular or pedestrian traffic

Please see attached document North Hollywood South.pdf

Equipment on Location

Type	Quantity
5 or 10 ton trucks	2
Camera cars	1
Cast/Crew vehicles	60
Condors	1
Cube Trucks	5
Generator	1
Motor Homes	1
Picture vehicles	1
Trailers	2
Vans	2

Personnel on Location

Type	Quantity
Cast	2
Crew	60
Extras	10
Off-Duty/Retired LAPD Officer(s)	2
Rec & Park Monitor required	2

Filming Activities Intermittent pedestrian control; Intermittent traffic control - 2 minutes standard; Exterior dialogue; walk & talks; Camera/equipment on propery, sidewalk, acorss the street &/or in street; Drive ups, bys, & aways; Condor on park; prop benches.; Filming on grass parkway adjacent to Chandler, west of rec. center & grass area south of Magnolia; Reference# 37155;

Jurisdiction **Political:** Los Angeles City - Council District 02 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

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Approvals

LOS ANGELES POLICE DEPARTMENT	Steve Ji
LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE	Sandra Terry

Coordinator Note FILMING AT NORTH HOLLYWOOD PARK ON 8/17 FROM 5A TO 1P WILL REQUIRE 2 MONITORS

Coordinator Note NO CHARGE RIDER A RELEASES

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

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Production Title	THE OFFICE		

Parking Notes
Crew at 13927 Saticoy St. (Stage)
Base Camp at Valley College

Posting "No Parking" signs S/S CHANDLER BLVD., TUJUNGA AVE.,- WEST 300'FT
W/S TUJUNGA AV., OTSEGO ST.,- MORRISON ST.

Approximate Footage 901 - 1200 **Log Number** 40908

Date(s) 8/17/2012 to 8/17/2012 **Time(s)** 06:00 to 18:00

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PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Film Production Guidelines

Failure to comply with these conditions will be in violation of your film permit and may result in revocation of permit.

- OK to film at North Hollywood Park 08/17/2012 5am – 1pm.
- OK for exterior dialogue.
- OK to place camera and equipment on the grass as long as plywood is used to protect the grass at all times. OK to also place camera and equipment on the sidewalk, street, and across the street.
- OK to have up 2 minutes of intermittent pedestrian control / traffic control while the cameras are rolling only
- OK to place a Condor on the grass (grass parkway adjacent to Chandler Blvd, west of the Recreation Center). Plywood must be used to protect the grass at all times.
- OK to place pop-up tents on the grass. NO STAKING is allowed. Must use sandbags or water barrels to secure the tents.
- OK to have a generator on site with plywood underneath to protect the grass.
- OK to basecamp and crew park in the Overflow Lot: 60 cars, 7 trucks, 2 trailers, 5 vans.
- May not park any vehicles in the maintenance parking lot or yard.
- Must not interfere with regular sports activities or park patrons.
- Must not interfere with permitted picnic groups. Permitted park groups have the right of way.
- NO vehicles or heavy equipment allowed on turf unless otherwise approved by the Park Film Office.
- MUST remove all self-generated trash.
- Use of City dumpsters or trashcans is prohibited.
- MUST work around park activities. NO exclusive use of park.
- MAY NOT block service roads, driveways, or parking lot access.
- MAY NOT park in handicap or electric vehicle parking stalls.
- NO alterations to park property unless otherwise approved by the Park Film Office.

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- Company must provide own gate or overnight security as determined by the Park Film Office.
- NO staking or drilling into turf, rocks, trees, or asphalted areas unless approved by Park Film Office.
- MUST provide own restroom facilities.
- MUST restore alterations or damages to original or better.
- Smoking is only allowed in designated areas specified by a Park Film Monitor or Fire Marshall.
- If no monitor or Fire Marshall is assigned; there will be no smoking with the exception of an actor smoking while performing or a part of the scene.
- The designated smoking area may not be near any patron activity or facility. Large sand or water filled buckets must be placed in this area for disposal of tobacco products.
- The designated area may be revoked or not allowed at all depending on weather and location conditions.
- Failure to comply with these smoking guidelines may result in a fine.
- MUST adhere to Monitors instructions at all times. Monitor's instructions or judgment may override written guidelines.

F-55174
UNIVERSAL NETWORK TELEVISION LLC – THE OFFICE (NORTH HOLLYWOOD PARK)

NO PERMIT